

# SELECT

## Special Education Learning Experiences for Competency in Teaching

SELECT is a federally funded program sponsored by the Arizona Department of Education and offered by Northern Arizona University. SELECT courses are recommended for special and general education teachers, administrators, related service personnel, paraeducators, and other interested individuals. Certified school personnel can take SELECT classes for renewal hours. SELECT classes can be taken for university credit for those teachers or administrators who are required by their school districts to have official transcripts and for those who may need to transfer hours out of state. The classes can also be taken for professional growth contact hours for free.

All SELECT classes are taught online and are three (3) credit hours or forty-five (45) contact hours. SELECT classes are graduate level – students should contact SELECT for a syllabus to plan ahead to meet the work load.

## Summer 2015 Special Education Director's Series ESE 506 Administration and Supervision of Special Education

### ESE 506 School Finance for Special Education Services

Instructor: Maria Berecin-Rascon, Ed. D.  
Dates: Full Summer semester, 6/1 – 8/4/15

Course Number: 2011 \*Online  
3 credit hours / 45 contact hours

This is a graduate class designed to prepare the student for his/her initial role in special education administration in the area of budget preparation, grants management and the expenditure of funds to support teaching and learning. The target audience will be those individuals who desire to become effective, fiscally responsible, and visionary leaders in educational programs serving diverse learners. This course is designed for those who have been assigned oversight for special education programs and budgets in their role as an administrator. Students will be exposed to school finance methods, IDEA-Part B allocation and allowable usage, grant writing, and accounting methods for expenditures and tracking of funds. Administrative management, written communication skills, and real-world problem solving skills will be emphasized.

### ESE 506 Legal Aspects and Compliance

Instructor: Jane M. Rupard, Ph.D.  
Dates: 1st 5-week session, 6/1 – 6/30/15

Course Number: 2012 \*Online  
3 credit hours / 45 contact hours

This course provides graduate level instruction in the legal practices for the administration and supervision of Special Education programs governing all categories of special education. Practicing special education teachers, specialists, coordinators and administrators of special education programs will benefit from the information provided. Students will be exposed to “real” case studies, litigation and law that governs the evaluation and the individual education plan for eligible students. Both state and federal legal issues will be addressed. Compliance as it deals with School Districts as well as Charters in Arizona will also be covered. Students will gain practical knowledge on applying legal guidelines to special education programs including communication and collaboration with parents and families. The IEP process will be outlined from the stages of child find through service delivery.



The deadline for Professional Growth enrollment is **two weeks** prior to the class start date.  
Contact SELECT at: [SELECT@nau.edu](mailto:SELECT@nau.edu); 928-523-9250 or 928-523-1809; [nau.edu/ihd-SELECT](http://nau.edu/ihd-SELECT)

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## Summer 2015 Special Education Director's Series ESE 506 Administration and Supervision of Special Education

### ESE 506 Introduction to Special Education Administration

Instructor: Maria Berecin-Rascon, Ed. D.  
Dates: 2nd 5-week session, 7/6 – 8/4/15

Course Number: 2013 \*Online  
3 credit hours / 45 contact hours

This is a graduate class designed to prepare the student for his/her initial role in special education administration. The target audience will be those individuals who desire to become effective and visionary leaders in educational programs serving diverse learners. This course is designed for those who have been assigned oversight for special education programs in their role as an administrator. Students will be exposed to critical case studies, research, litigation, and law central to leadership in this area. The IEP process will be outlined from the stages of child find through service delivery. Administrative roles, communication, and organizational models will be discussed.

#### **SELECT courses can be taken for renewal hours for credit or for professional growth contact hours.**

Classes can be taken for credit if your district requires an official transcript or if you may wish to use hours in another state.

If you have any questions about renewal requirements, please contact the Arizona Department of Education Certification Office in Phoenix at (602) 542-4367 or Online at: <http://www.azed.gov/> or Email: <http://www.azed.gov/about-ade/question/>.

SELECT courses may not apply to a degree program without prior approval from your academic advisor.

#### **Enrollment Information:**

Online: <http://nau.edu/SBS/IHD/Programs/SELECT-Program/>

Email: [select@nau.edu](mailto:select@nau.edu); Phone: 928-523-9250; 928-523-1809; Fax: 928-523-9127

Write to: NAU / SELECT Program; PO Box 5630; Flagstaff, AZ 86011



NORTHERN ARIZONA  
UNIVERSITY  
College of Education



INSTITUTE for  
Human Development



NORTHERN ARIZONA  
UNIVERSITY  
College of Social & Behavioral Sciences

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